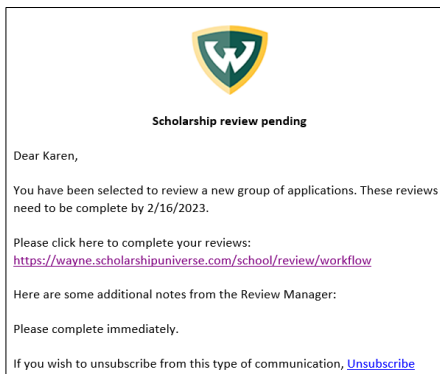WAYNE STATE UNIVERSITY | Office of Student Financial Aid

ScholarshipUniverse – Guide for Reviewers

As a Reviewer, you have been allocated applications to read and score by your Review Manger. Your **Department Scholarship Review Manager** has set-up a review deadline and allocated applications for review.
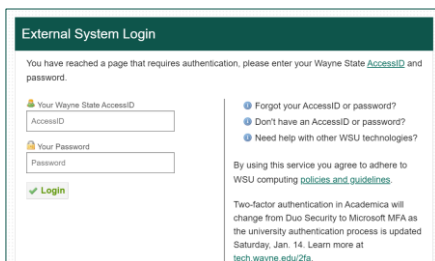
Depending on the settings you will either be using the recommendation method to rate applicants on a 5-point scale (thumbs up/thumbs down) or score the application according to a defined rubric or score card.

You will receive and email notification with a link directly to reviews to ScholarshipUniverse.

Within that email, you will also see the review deadline, the number of reviews you have been allocated, the reviewing round and any additional instructions from your Review Manager.
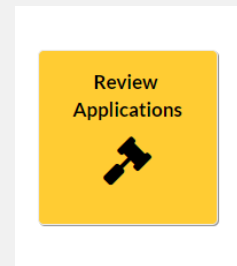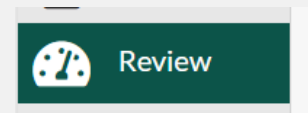

Login with your AccessID credentials.

View for list of students you have been assigned to review. Click the binocular icon.

Review methods

Application review method

Select candidates from pool of applicants

- Students who completed applications and submitted additional required materials

Application scoring methods include

- **Recommendation**

  Reviewer adds values that range from strong no to strong yes

- **Scorecard**

  Reviewer adds attribute scores

Review Workflow

Review Pool	**Application**	**Round**	**Deadline**	**Outstand...**	**Total Revi...**	**View**
Med-Test	Dr. Clarita A. (Redley) and Mr. Ron N. Hughes	1	2/16/2023	1	1	🔭

| ◄ ◄ 1 ► ►| | 10 ▼ | items per page | | | 1 - 1 of 1 items |

Click the hammer to evaluate the candidate.

Med-Test

Filter by Status: Ready for Review ▼ **Round Status:** Open Round **Deadline:** 2/16/2023 **Completion:** 0/1 **Scoring Method:** **Recommendation**

First Name	Last Name	Score	Last Review Date	Review
H	Fa			🔨

| ◄ ◄ 1 ► ►| | 10 ▼ | items per page | 1 - 1 of 1 items |

Review the materials, matching criteria, and academics. Academics page includes GP and need level.

H. F.

Application | Matching | Academics | Finance | Admissions | Miscellaneous

Application: Dr. Clarita A. (Redley) and Mr. Ron N. Hughes

Applied Scholarships: 1 / 1 in pool

Essay

Question	Reported Answer
Please submit an essay (approximately 200 words) addressing how you intend to contribute to the advancement of African American women in the field of medicine.	

You will see the scoring rubric on the side of your applicant page.

H F

Application | Matching | Academics | Finance | Admissions | Miscellaneous

Application: Dr. Clarita A. (Redley) and Mr. Ron N. Hughes

Applied Scholarships: 1 / 1 in pool

Essay

Question	Reported Answer
Please submit an essay (approximately 200 words) addressing how you intend to contribute to the advancement of African American women in the field of medicine.	

Back to Pool

Recommendation

Reviewer Instructions

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Strong No | No | Neutral | Yes | Strong Yes

Comments:

Go back to the pool to review more candidates. The pool will be empty when done

Med-Test

| Filter by Status: | Ready for Review ▼ | Round Status: | Open Round Deadline: | 2/16/2023 Completion: 1/1 Scoring Method: | Recommendation |

First Name	Last Name	Score	Last Review Date	Review	
		No records available.			▲ ▼
◄◄ ◄ ► ►◄ 10 ▼ items per page					0 - 0 of 0 items

You can use the forward and back arrows to move between applications.